

BLM Fire Training Committee Meeting Minutes

Boise, ID

September 29-30, 2003

Members present: Larry Sutton (NIFC), R.J. Hayes (AK), Kim Bang (CO/WY), Karin Frost (ID), Don Washco (NTC), Gary Cardoza (CA), Vi Hillman (UT), Katie McConnell (for Mike Spencer - OR), Frank Miller (AZ), Bob Knutson (NV)

Guests present: Rick Roach (Apprenticeship Program)

Members not present: John Kwait (NM), Angie Lara (NV)

Subject	Issues/Discussion	Decision/Assignments
Committee Mission and Charter	<p>Some issues we might want to tackle - we need to select tasks that we can accomplish</p> <ul style="list-style-type: none">• 3-5 year vision of training/quals needs, especially for shortage positions• TFM and the 401 standards• Look beyond just the red-carded positions• Compile all training requirements in one location (on web site)• Implementation plan for interagency fire program quals standards• Red book input• Resources and other work competency training needs and opportunities• Readiness review feedback and suggestions from training perspective	<p>The committee selected the following actions:</p> <ul style="list-style-type: none">• Compile all training requirements in one location (on web site) - Katie McConnell and Kim Bang• Implementation plan for interagency standards - Karin Frost and Vi Hillman• Red book input - Larry Sutton
Training Committee relationship with Ops Committee	General Discussion	Gary will continue to be our tie to the Ops Committee

Trainees and shortage positions	<p>General discussion</p> <p>Suggest a Training Specialist be activated at the GACC when in Preparedness Level III and above.</p>	<p>Gary will ask the Ops Committee what the 5-6 priority positions they consider are "hard-to-fill" on BLM fires or which they foresee a need for trainee assignments for, and we will respond to their list accordingly</p> <p>Managers' Apprenticeship - Vi and Larry will review current program and recommend changes.</p>
Technical Specialist positions	<p>General Discussion of NWCG reluctance to tackle some of the more important specialist positions such as the Faller positions and the GIS specialist.</p>	<p>Information exchange.</p>
EPPR's and Performance Management	<p>4-hour training course instituted in Idaho - "Performance Management and Employee Development - Supervisor's Role"</p> <ul style="list-style-type: none"> IDP's - found very often the employee just fills it out, but it's an important role of supervisor 	<p>Karin will send out an electronic copy of the course material</p>
Red Book Revisions	<p>The 2004 drafts are out. We need their timeline for annual revisions so we can schedule our activities accordingly.</p>	<p>Larry will forward the draft to us.</p>
Apprenticeship Program	<p>The Committee reviewed the National Apprenticeship Standards. The field needs to be kept current on this and other working documents. The current national vacancy announcement for apprentices has been extended until October 24, 2003.</p> <ul style="list-style-type: none"> A series of 	<p>Committee consensus is to recommend to the AJAC that the GS-3 be included in next year's program.</p>

	<p>conference calls is suggested, to include Rick and the state coordinators.</p> <ul style="list-style-type: none"> • Also suggested - make as much reporting on-line to avoid reports getting misplaced. • Last year \$2750 was spent (OF&A funds) per apprentice per academy. In the future, sending units may have to pay some or all of these expenses. 	
Technical Fire Management alternatives	<p>General discussion of this item the committee has been working on for 2 years</p> <p>We need to get some numbers from the NIFC HR staff of the potential needs for people needing to convert to GS-0401</p>	<ul style="list-style-type: none"> • BLM training group will advertise the RFQ for 2 or 3 modules of our suggested program if funding can be obtained • Don will disseminate to the committee members the other products developed by the subcommittee. • Karin and Vi will work to identify college courses that already exist that are suitable for credit for the 401 series • NTC will work with BLM OF&A HR to work on assigning credits for the NTC courses.
Unit Training Guide	Katie brought PNW's Training guide for review and discussion.	Information Exchange

Tracking non-NWCG training	"Plateau" - program to be used by BLM HR IQCS will reportedly handle this, but HR will have a separate system.	Information Exchange
Wildland Fire Academies	Vi shared the latest info on upcoming training	Information Exchange
Interagency Fire Management Program Qualification Standards Guide	Wendy Little (OF&A Personnel) made a presentation and answered our questions and made a list of questions still unanswered.	Wendy will provide us with answers to our questions as soon as possible.
9214 Training Policy for Rx fire	<ul style="list-style-type: none"> • Is the Burn Plan Writing course still required for BLM Burn Bosses? • Is it an annual requirement? • Should this be standardized in BLM? • Even if not required, is this something we want to continue? • Is NWCG working on a similar course? If so, what format? 	Larry will check on these items and let the committee know status.
Fireline Leadership Evaluation	Vi presented the draft report on the current courses recently delivered in Utah and several other locations. The results indicated that the course is very effective in improving employee leadership performance.	Information Exchange
Refresher Training	This is the fourth year of doing these annual refreshers. Over 2000 videotape copies and 75 DVD's were ordered this year by numerous agencies.	Information Exchange

IQCS Update	Sharon Allen, Donna Kreienseck, and Jim Grant provided a look at the program features.	Information Exchange
Training Equivalency Determination	It was mentioned that NWCG may have met on this recently and we'll look for their response. The BLM should have an SOP for this issue.	Karin will draft a white paper recommending that NWCG establish the equivalencies and route it to our committee for review.
Membership	Katie McConnell is welcomed as a new rep for BLM Oregon; Mike Spencer may still participate.	Committee members should add Katie to their mailing lists.
Upcoming Meetings		April 26-27, 2004, in Sacramento at the McClellan Park training facility